

MAY 21, 2014 – NOTES OF ACTION TAKEN BY THE SEVIER SCHOOL DISTRICT BOARD OF EDUCATION AT A MEETING HELD ON MAY 21, 2014, AT 3:00 PM IN THE SEVIER SCHOOL DISTRICT OFFICE.

In attendance were President Clint Johnson, Vice President Jack Hansen, members Tom Hales, Don Naser, and Richard Orr as were Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Chad Lloyd, Executive Secretary Patricia Sanchez, and soon to be Executive Secretary Krista Nielson.

Also in attendance were Secretary Mavane Loftus, Accountant Kari Carter, CTE Program Director Don Yates, Pathways Coordinator Jennifer Christensen, RHS Building Consultant Pat Wilson, SEA President Curt Benjamin, teacher Shelly Twitchell, and patron Brayden Gardner.

Mr. Naser arrived to the meeting at 4:15 p.m.

President Johnson welcomed everyone to the meeting.

Richard Orr offered the reverence and led the group in the Pledge of Allegiance.

ITEM #2. – PRELIMINARY FY 2015 BUDGET PRESENTATION. Accountant Kari Carter presented the FY 2015 preliminary budget. Business Administrator Chad Lloyd provided information concerning the debt service and stated that the District would have more information in June regarding tax rates. He praised Mrs. Carter for her hard work in preparing the budget and commented that her efforts do not go unnoticed.

Superintendent Douglas commented that Mrs. Carter and Mr. Lloyd make a great team and thanked them for a job well done.

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The construction update was moved forward on the agenda. Pat Wilson updated the group on the Richfield High School construction and reported that the project was going well. He explained that the cost of the project was approximately \$142 per square foot, which was much lower than other schools that are being constructed in the state. He provided details of a change order for the demolition of the old Richfield High School gym so that the construction of the new gym could get underway. He recommended approval of the change order.

**A motion was made by Tom Hales and seconded by Jack Hansen to approve change order proposal #1 and proceed with the demolition of the old Richfield High School gym and to begin construction of the new gym. Motion passed unanimously.**

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ITEM #3. – REPORT. Don Yates, Director of the Career & Technical Education (CTE) Program and Jennifer Christensen, Pathways and Work Based Learning Coordinator provided a power point presentation – “Giving Students the Edge.” The presentation included a CTE funding history, as well as the program areas offered at the District’s three high schools.

Mrs. Christensen explained that to obtain CTE funding, there has to be a certain number of program areas offered. There are currently eight program areas available. Each school is required to have two student clubs and two CTE pathways. She stated that Pathways is a grouping of classes in a specific area. If students take a series of those available classes, it puts them ahead into their career. It also gives them the opportunity to try those areas of interest and

see if they want to further their education in that career path. They can also obtain concurrent enrollment college credit for these classes.

**South Sevier High** program areas: Agriculture, Health Science, Business, Family & Consumer Science, and Skilled & Technical Sciences.

CTSO's (Student Clubs): FFA, HOSA, FCCLA, & FBLA

CTE Pathways (9):

Animal Systems

Food Production & Processing Systems

Family & Human Services

Interior Design

Therapeutic Services–Nursing

Visual Arts–Commercial Photographs

Precision Production Trades–Cabinetmaking/Millwork

Protective Services–Law Enforcement

Personal Service–Cosmetology/Barbering

**Richfield High School** program areas include: Agriculture, Business, Family & Consumer Science, Information Technology (2014-15), Marketing, and Skilled & Technical Sciences.

CTSO's (Student Clubs): FFA, FCCLA, & FBLA

CTE Pathways (10):

Agriculture Systems Technology

Animal Systems

Family & Human Services

Therapeutic Services–Nursing/Pharmacy

Therapeutic Services/Pharmacy

Accounting & Finance

Personal Service–Cosmetology/Barbering

Personal Service–Esthetician/Nail Technician

Precision Production Trades–Machine Tool

Precision Production Trades–Welding

**North Sevier High School** program areas include: Agriculture, Health Science, Business, Marketing, (2014-15), Family & Consumer Science, and Skilled & Technical Sciences.

CTSO's (Student Clubs): FFA, FCCLA, & FBLA

CTE Pathways (13):

Agriculture Systems Technology

Animal Systems

Interior Design

Business Administration Support

Accounting & Finance

Marketing Management

Therapeutic Services–Therapeutic Rehabilitation/Exercise

Diagnostics–Clinical Laboratory & Medical Forensics

Therapeutic Services–Nursing

Therapeutic Services–Pharmacy  
Personal Service–Cosmetology/Barbering  
Personal Service–Esthetician/Nail Technician  
Precision Production Trades–Cabinetmaking/Millwork

Mr. Yates commented that the Comprehensive Counseling program is under the CTE umbrella as well as the Work Based Learning program. The law enforcement classes are under the Skilled & Technical program area.

Mrs. Christensen provided various pictures of the students participating in the clubs, community partnerships, student recognition, hands-on learning, field trips, and classroom and community service projects. She also commented on the success of the Regional 9<sup>th</sup> Grade Career Day that was held in April. There were 1300–9<sup>th</sup> graders from 13 high schools as well as 46 businesses, college departments, and government agencies that provided opportunities for students to be introduced to non-traditional careers for their gender as well as new career possibilities.

Mr. Yates explained the new programs that would be available at the Sevier Career and Technical Education Center, which is part of the new Richfield High School. The new programs included: Project Lead the Way–Engineering (2014-15), Drafting Technology, Biotechnology, Medical Forensics, Digital Media, Greenhouse & Horticulture, as well as six new Pathways offered. Mr. Yates explained that former engineer Eric Thorson would be teaching three engineering classes.

Superintendent Douglas requested a copy of the presentation to share with the public so as to provide more information about these available programs for students. The Board and administration complimented them on their presentation and thanked them for all they do to promote and coordinate the CTE and Pathways programs.

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ITEM #4. – CONSENT AGENDA. The Board requested a minor change be made to revised Policy #3205, Interfering Devices and Electronic Communication Devices.

President Johnson called for objections on the consent agenda. Since there were no objections, the consent agenda received Board approval.

ITEM #4.A. – APPROVAL OF MINUTES. Minutes from the April 8, 2014, Work Session, Board Meeting, and Closed Meeting were approved.

ITEM #4.B. – APPROVAL OF EMPLOYEES. The following individuals were approved for employment: **Jennifer Keele** as the FACS teacher at South Sevier High; **Maranda Shaw** as the migrant recruiter for Sevier School District (*year to year*); **Eric Thorson** as a math/CTE teacher and head football coach at Richfield High; **Victor “Miquel” Echeverria** as a CTE business teacher at Red Hills Middle; **John Baxter** as an adult in custody learning center coordinator at the Sevier County Jail; **Lori Dunne** as a part-time counselor at Cedar Ridge High; **Travis Henderson** as a language arts teacher at North Sevier High; **Jon Clay Morgan** as a head soccer coach at Richfield High; **George Nay** as an on-call custodian at Richfield High; **Kami**

**Luke** as a part-time custodian at Richfield High; **Mark Smith** as a head custodian at South Sevier High; **Robert Gardner** as a physical science teacher at South Sevier High; **Robyn Southwick** as the secretary/office manager at Richfield High, and **Nicole Harmon** as a 4<sup>th</sup> grade teacher at Pahvant Elementary.

ITEM #4.C.1. – REQUEST FOR OUT-OF-STATE TRAVEL. Superintendent Cade Douglas received Board approval for himself, Gail Albrecht, Lisa Crane, Chet Torgersen and principals Ted Chappell, Chad Johnson, Nolan Andersen, Rod Hinck, Selena Terry, Mike Willes, George Chappell, Jill Porter, Brent Gubler, and Randy Madsen to attend the *Solution Tree PLC At Work Conference* in Las Vegas, NV on June 2-4, 2014. The conference supports the current and best practices for school leadership including all District initiatives.

ITEM #4.C.2. – REQUEST FOR OUT-OF-STATE TRAVEL. North Sevier High School teacher/coach Lexa Larsen received Board approval for her, three coaches, and approximately 15 girls to attend the *Colorado Mesa University Team Camp* in Grand Junction, Colorado on June 23-26, 2014. The parents and students pay all camp expenses. All participants will travel in private vehicles.

ITEM #4.D. – STUDENT INSURANCE FOR 2014-15. Harold Dance Investments has provided student accident insurance to the District for several years. The Board approved to continue with this company for the 2014-15 school year.

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ITEM #4.E.1. – POLICY #2150, REIMBURSEMENT FOR USE OF PRIVATE VEHICLE – FIRST READING. Changes were made to better clarify the parameters and use of a private vehicle for District or school use. Revisions to the policy received first reading approval.

ITEM #4.E.2. – POLICY #2150, STUDENT FEE GUIDELINES FOR 2014-15 – FIRST READING. The purpose of the revision was to clarify classes to match student schedules. Fees were not increased. Revisions to the policy received first reading approval.

ITEM #4.E.3. – POLICY #3205, INTERFERING DEVICES & ELECTRONIC COMMUNICATION DEVICES – FIRST READING. Changes were made to this policy as recommended by legal counsel to meet the guidelines of interfering device retention by a school. A fixed charge was also put into place for payment to acquire the device after the third offense. The Board requested a minor change to the first reading proposal of the policy. All revisions to the policy received first reading approval.

ITEM #4.F. – FINANCIAL SUMMARY. The financial summary for the periods ending March 31 and April 30, 2014, were approved as well as checks issued in April 2014.

ITEM #5. – PATRON DIALOGUE. There was no patron dialogue.

ITEM #6.A. – DISCUSSION – ITEMS FROM THE BOARD.

- Board members were informed of the time and location of the high school graduation exercises for Friday, May 23.

CRHS	10:00 a.m. – SVC Theater
RHS	1:00 p.m. – SVC Arena
SSHS	4:00 p.m. – SVC Arena
NSHS	6:00 p.m. – SVC Theater

- Plans for a social were made for June 12.

ITEM #6.B. – DISCUSSION – ITEMS FROM ADMINISTRATION.

**Items from Superintendent Douglas**

- Superintendent Douglas presented a draft of the revised 2014-15 School Year calendar that included professional development days allowed through the provisions in SB 103. He explained that the law requires school districts to have a calendar approved and in place 90 days before the first day of school. He stated that in order to meet the requirement the calendar would need to be approved at today's meeting.
- Superintendent Douglas explained there had been a pertussis outbreak throughout the state and that the Health Department had confirmed 260+ cases. South Sevier High School was hit hard with the outbreak and some key staff members had to take a week off. They were given two options: either to receive the pertussis vaccination and return after 21 days or receive an antibiotic treatment for five days and return to work. The District is in the process of developing a policy to address immunization requirements. Superintendent reported that School Nurse Shelly Winn, in conjunction with the health department, had set up immunization clinics throughout the District. He praised her for her quick efforts in getting this accomplished.

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- Superintendent Douglas provided an update report on the Bond Election and Voted Leeway, which can also be found on the District's website. He reported that he had recently made a presentation to the Chamber of Commerce about the Common Core as well as addressing questions from the group of business leaders. He stated that it was a great opportunity to share facts and help them to know where to obtain further information about this much-debated issue. There was an article published in the Richfield Reaper about the presentation.

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- Superintendent Douglas informed the group that the District was moving forward with Google Docs and Gmail. The District has received pleadings from many of the principals and teachers to unlock the power of the Internet. The District has been very conservative in protecting students from the harms of the Internet. He explained that he felt there were more positives tools out there for education than negatives. There are a lot of filters in place and the District would still have control over Google Docs and Gmail. This summer, the District will move away from the previous email provider and go full Gmail. Everyone's email will change from [firstname.lastname@sevier.k12.ut.us](mailto:firstname.lastname@sevier.k12.ut.us) to [firstname.lastname@seviersd.org](mailto:firstname.lastname@seviersd.org). Board members were invited to attend a mini conference scheduled for January 5, 2015, to show how powerful and positive this change will be for the District. Most districts throughout the state are using these programs.
- Superintendent Douglas reported that the Back to School Bash – Teacher and Staff Appreciation Dinner has been tentatively set for Monday, August 25 at the Sevier County

Fairgrounds building. The cost is very minimal and the event sends a message of goodwill and appreciation. According to a recent survey, there was a lot of positive feedback. Superintendent received Board support for this event.

- Superintendent Douglas explained that he had asked the principals the procedure they'd like to follow at graduation exercises in regards to who shakes the students' hand. After a brief discussion, all Board members planned on attending each high school graduation exercise and agreed that the principal would be the last person to shake hands with the graduate. Board members would be recognized at each graduation.

#### **Items from Gail Albrecht**

- Mrs. Albrecht provided a timeline for the Public Educator Evaluation Requirements (PEER). She reported that the District is on track with the timeline. The first year of SAGE testing had been completed but results won't be back until October. The District didn't participate in the Student Learning Objectives (SLO) pilots this school year but is on track to pilot some this year. Principals have been very busy this year because they've had to complete an evaluation on every teacher so that the teacher would have a baseline for their placement according to the new evaluation standards. Going forward, principals will only evaluate one-third of their staff each year. Other parts of the evaluation requirements include: student growth and proficiency on SAGE, attribution of the SAGE score, student growth according to SLOs, and stakeholder surveys. The USOE will decide on the weighting of evaluation components, and Sevier School District is already training principals for the inter-rater reliability and calibration. More professional development will be provided to teachers by principals and at District meetings in November, January, and March.

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- Joint Educator Evaluation Committee: Superintendent Douglas explained that one of the main goals of the committee was to be totally objective, fair, and consistent with the teachers throughout the District. When evaluating and a concern is identified, that the principal needs to provide more than enough support, intervention, and modeling to help the teacher improve. This committee will also help determine how much time is needed to help a teacher make improvements.

Mrs. Albrecht further explained that many teachers don't have a state SAGE assessment (only language arts, math, reading and science). Non-tested grades and subjects will develop student learning objectives SLOs using a USOE established rubric and be state approved to assess student growth and proficiency. The state has provided samples of SLOs available to help accomplish this work.

- District Plan to Strengthen Mentor Teacher Program: Mrs. Albrecht explained that in the past there has been no pay attached to mentoring a teacher. The District has been working on a plan to formalize and recognize mentoring as an additional portion of a teacher's duty if called upon to be a mentor. There will be a base payment/stipend depending on how many new teachers they are assigned and whether those new teachers are in their 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> year of teaching. The per-teacher payment would decrease slightly each year the new teacher gain experience, however, the base mentor pay would remain the same. Hopefully, new teachers would become more familiar and have fewer questions as they go throughout the first three years of mentoring.

Superintendent Douglas added that this program meets the state requirement. The costs involved are very minimal and it helps prepare new teachers to be successful, which ultimately helps the students. The teachers who are chosen to mentor will receive state training.

- Mrs. Albrecht commented that Senate Bill 103 allows districts to use four instructional days of the regular 180-day school calendar to provide for Professional Development (PD). Sevier District has chosen to use two days as follows: School level PD on August 18 and District level PD on January 5. As part of this year's principal closeout procedure, the District has requested a written plan for the school level PD day to include the needs to be addressed, expected outcomes, how the plan benefits students, and how principals plan to follow-up on the PD day with their teachers. The District level PD day on January 5 will include keynote speaker Grace Dearborn, who has partnered with presenter Rick Smith; the principals have heard him speak many times. Breakout sessions will follow and correspond to needs identified by a District PD survey teachers responded to. Sessions will be lead by principals, curriculum council members, literacy/math coaches, teachers, technology trainers, CUES trainer, etc.

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- Mrs. Albrecht explained that the assessment meeting had been canceled to the state needing more time to prepare the assessment window for the 2014-15 school year. The meeting has been rescheduled for June and more information will be forthcoming.

#### **Items from Chad Lloyd**

- Mr. Lloyd explained that with the transition of Mr. Wilson to himself, the Board would need to reappoint someone to the Redevelopment Agency Committee. He recommended that Mr. Hansen remain on the committee and to also appoint himself to the committee. A formal motion would need to be made under the action items portion of the agenda.
- Mr. Wilson provided an update on the Richfield High School construction project earlier in today's meeting. Mr. Lloyd commented that he had recently toured the construction site with Larry Morwood.
- Mr. Lloyd explained that Richfield City Mayor Ogden had approached Superintendent Douglas and Principal Chad Johnson about working together to make improvements to the Pahvant Elementary baseball field. The city is in desperate need of baseball fields. A meeting between District personnel, the Richfield City recreation department, and the Babe Ruth Association recently took place to address those needs. Some of the concerns mentioned were the ongoing costs of maintenance and water usage. Both parties were in agreement and willing to make the partnership work.
- Mr. Lloyd reported that a similar request came from Monroe City to partner with South Sevier High for a soccer field. There is currently a place designated for a soccer field, however, due to the costs involved, the field has not been developed. Monroe City contacted Principal Madsen and asked if the District would be willing to make a one-time donation for the soccer field as well as the two baseball fields the city is developing. Mr. Lloyd commented that the District would greatly benefit from partnering with the city.

**ITEM #7. – CLOSED MEETINGS.** A motion was made at 5:19 p.m. by Don Naser and seconded by Jack Hansen to take a break and go into the Closed Meeting to discuss the character, professional competence, or physical or mental health of an individual(s) and negotiations. Voting went as follows: yes – Clint Johnson, Jack Hansen, Tom Hales, Don Naser, and Richard Orr. Motion passed.

In attendance were President Clint Johnson, Vice President Jack Hansen, members Tom Hales, Don Naser, and Richard Orr as were Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Chad Lloyd, Executive Secretary Patricia Sanchez, and soon to be Executive Secretary Krista Nielson.

A motion was made at p.m. by 6:20 p.m. by Jack Hansen and seconded by Tom Hales to go out of the Closed Meeting. Voting went as follows: yes – Clint Johnson, Jack Hansen, Tom Hales, Don Naser, and Richard Orr. Motion passed.

**ITEM #8. – ACTION ITEMS.** A motion was made by Don Naser and seconded by Richard Orr to appoint Chad Lloyd and Jack Hansen to serve on the Redevelopment Agency Committee. Motion passed unanimously.

A motion was made by Jack Hansen and seconded by Don Naser to approve the revised 2014-15 school year calendar. Motion passed unanimously.

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A motion was made by Jack Hansen and seconded by Richard Orr to approve the salary adjustments discussed in the closed meeting. Motion passed unanimously.

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A motion was made at 6:24 p.m. by Richard Orr and seconded by Jack Hansen to adjourn the meeting. Motion passed unanimously.

*I certify that upon motion duly made, seconded and passed, the Board of Education of the Sevier School District approved the foregoing minutes on the 19<sup>th</sup> day of June 2014. I further certify that a quorum of the Board was present on both the day covered by these minutes and the day of approval.*

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*Chad W. Lloyd, Business Administrator*